

Virtual Field Trip: Quick Start Guide

Our quick start guide is designed to help you get the most out of your virtual visit.

Our virtual field trips take place using video-conferencing software. We can connect with your classroom on whichever platform you are most comfortable with, including Zoom, Microsoft Teams and Google Meet.

We've put together some checklists and reminders to help things go smoothly.

Participation Details

To participate in a virtual field trip, you will need the following:

1. High-speed Internet connection
2. Computer
3. Projector (if classroom-based)
4. Web cam
5. Microphone
6. Access to a video-conferencing platform (Zoom, Teams, Google Meet)

Booking Reminders

Reminders for when you [book your field trip](#):

1. **Select your platform.**

We deliver our field trips on a variety of different video-conference platforms (Zoom, Teams, Google Meet).

- a. If you select Google Meet or Microsoft Teams, you will be responsible for hosting the meeting.

2. **Select a time.**

- a. Please note the Museum is located in the **Central Time** zone (Winnipeg, Manitoba). Our school field trips run from 9 a.m. to 5 p.m., Tuesday through Friday. Please contact virtual.visit@humanrights.ca if you cannot meet within

this time frame.

Field Trip Tips

Tips for the day of your field trip:

1. Check to make sure the time (and time zone) of your virtual field trip is correct. Refer to your booking confirmation email for specific program details.
2. Five minutes before your field trip starts, click the link and check to make sure your technology is working.
 - a. If you are hosting the meeting (Google Meet or Microsoft Teams), launch the meeting five minutes before the scheduled start time.
 - b. Give the Museum delivery team permission to present. If you are connecting from a remote learning environment, it is also helpful to “pin” or “spotlight” the Museum’s screen.
3. Prepare your students to answer questions.
 - a. We strive to make our virtual field trips as interactive as possible and our guides will ask your students questions. Your classroom and learners are unique; making a plan for responding to questions will make the program run smoother.
 - b. Locate paper and pencils. Delivery staff may ask your students to write or draw as a part of the field trip.
4. Enjoy your visit to the Canadian Museum for Human Rights!

If you have any questions, email virtual.visit@humanrights.ca or call 204-289-2000.